

OPEN PROVIDENCE COMMISSION
FOR TRANSPARENCY AND ACCOUNTABILITY -
CURRENT PRACTICES SUB-COMMITTEE

AGENDA

APRIL 26, 2012

ALDERMAN CHAMBER

4:00 o'clock P.M.

1. Call roll/Call to order.
2. Approval of 4-20-12 Minutes.
3. IT discussion:
 - a. Current software available for city-wide use? (QAlert, InQuest, etc.)
 - b. Current website options and outsourced options (vendors), consolidation efforts
 - c. Any tech. projects currently ongoing?
 - d. CIO's role in communication with departments
4. Councils webpage:
 - a. Council's initiatives
 - b. Possible access to QAlert or integration with Council requests
 - c. Neighborhood data/info updated from database/system
 - d. Financial transparency by ward/neighborhood
 - e. Multi-lingual access via Google translate page
 - f. Public comment period for recorded meetings.
 - g. Policy and procedures
 - h. Members page: Social media links, Add Events section via rss by ward
 - i. Better rss feeds and names for all news updates; News & Announcements, Events Calendar, The Docket- Quarterly e-news letter, Public Notices
 - j. Events page(e.g. Neighborhood meetings): Calendar import functionality, RSS feed by ward, Improve Events Calendar gadget, Social media events
 - k. Members page: Social media links, Add Events section via rss by ward
 - l. Ideas forum
5. Clerk's webpage:
 - a. Action Summary for the latest meeting with highlights of meeting
 - b. Council meeting minutes : actual up to date minutes – verbatim not required
 - i.Minutes on other non-Council meetings
 - c. Video of Council meeting (tied into docket)
 - d. Voting records (who introduced, actual vote count, searchable)
 - e. Board/Commissions/Committees

- i. Full Board/Commissions database with meeting/member info,
- ii. Commissions and committees webpage listing with overview, initiatives, agendas and minutes, recommendations; active vs. inactive
- iii. Open process to appointing board/commission positions

f. Public notices:

- i. Process of adding new feeds on Public notices drop down
- ii. Add link to mobile html view of Ordinances and minutes

g. Ordinances:

- i. Legislation Tracker system (also explains legislative process)
- ii. Mobile HTML view link
- iii. Access to pending/passed Council ordinances with historical changes
- iv. transparency and user friendliness review

- h. Open records request online
- i. Lobbyist Registration
- j. DBA registration and database look up
- k. Online application/forms with online submission, - digital signature process
- l. Multi-lingual access via Google translate page
- m. Policy and procedures
- n. Reports and Publications: archived listing
- o. Social media - current policy, the pros/cons
- p. Committees page: Full listing including non-Standing
- q. Board of Contract Supply: Add rss to pdf of bids

6. Status updates:

- a. Ordinance systems/process review
- b. Contracts procurement process review
- c. Requests for documentation:
 - i. Felicia – report on the RFP process; recording of bids and responses
 - ii. Paul – provide list of software used by each department
 - iii. Pamela – provide Brave River report, vendor registration update, and IBM update from Bonnie; New request for latest performance metrics report
- d. Update on Sunshine Review re-assessment
- e. Use cases update

7. Discussion of next steps and new business.

8. Summarize action and issue items and follow up on past open items.

9. Discuss next agenda and determine schedule of next meeting.

10. Public comment.

11. Adjourn.

PER ORDER:

Open Providence Commission for
Transparency and Accountability -
Current Practices Sub-committee

Nelson Rocha
Chairman

The Foregoing Committee may seek to enter into Executive Session.